

City of York Board of Architectural Review
Minutes
November 1, 2021

Members present:

Chairperson Beth Bailey
Diane Hanlon
Gene Gaulin
Gary Stewart
A. Lee McLin
Linda Lowman

Members absent:

Quinn Witte

Others present:

Planning Director Breakfield
Zoning Administrator Blackston
(see sign-in sheet)

Chairperson Beth Bailey called the meeting to order at 6:30 p.m.

The first item of business was approval of the draft Minutes from the September 21, 2021 regular meeting. Upon a Motion by Gene Gaulin, seconded by Linda Lowman, the Board approved the Minutes as submitted based on wording being added to item number fourteen of the Minutes explaining the opposing vote of Gary Stewart.

The second item of business was consideration of a certificate of appropriateness (COA) application in the Gateway Corridor Overlay District for Arby's to be located at 1151 Filbert Highway.

Planning Director Breakfield reminded the Board of requirements for the Gateway Corridor Overlay District.

After discussion and upon a Motion by Gary Stewart, seconded by A. Lee McLin, the Board unanimously conditionally approved the application based on all relevant Gateway Corridor requirements being verified by City Staff including landscaping, dumpster enclosure area, freestanding signage, and site plan standards.

The third item of business was consideration of a certificate of appropriateness (COA) for a replacement awning for at 8 C North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Linda Lowman, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

The fourth item of business was consideration of a certificate of appropriateness (COA) for a replacement awning and general renovations at 40 North Congress Street for Tony's Pizza & Italian Restaurant.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by A. Lee McLin, the Board unanimously conditionally approved the application based on the outbuilding having wood or hardi-plank siding and being 12' X 20' maximum in size with a maximum 8' tall fence used for commercial screening. The enclosed fence area would be a maximum of 40' X 26'. For this unique situation, the Board granted an exemption regarding the maximum fence height.

The fifth item of business was a discussion item regarding a certificate of appropriateness (COA) application for a covered patio located at 8 C North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did comply with the HDCDS.

After much discussion and upon a Motion by A. Lee McLin, seconded by Linda Lowman, the Board unanimously conditionally approved the application based on the posts being 8”X8” treated lumber that are stained and sealed for aesthetic appeal, the roof being black corrugated metal, and the size remaining the same as the presented floor plan at the meeting.

The sixth item of business was Preliminary Special Tax Assessment application for Tony’s Pizza & Italian Restaurant located at 40 North Congress Street.

After discussion and upon a Motion by Beth Bailey, seconded by A. Lee McLin, the Board unanimously approved the application.

The seventh item of business was discussion of vinyl building material requirements for the Local Historic District.

After some discussion and upon a Motion by Gene Gaulin, seconded by Diane Hanlon, the Board unanimously voted to review the submitted vinyl material information and suspend all vinyl material use in the Historic District until the vinyl material requirements were reviewed and approved at an upcoming meeting.

The eighth item of business was documentation of certificate of appropriateness applications.

The ninth item of business was an update regarding staff-approved certificates of appropriateness. Zoning Administrator Blackston indicated that there were two staff-approved COA applications to report at this meeting.

There being no further business, the meeting was adjourned at 7:45 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP
Planning Director

cc: File, Board of Architectural Review 11/1/2021
Seth Duncan, City Manager